



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

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May 13, 2008

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: LOMA ALTA PARK  
COMMUNITY BUILDING REFURBISHMENT PROJECT  
UNINCORPORATED COMMUNITY OF ALTADENA  
AWARD AGREEMENT  
APPROVE TOTAL PROJECT BUDGET  
SPECS. 6862; C.P. 86878  
(FIFTH DISTRICT) (3 VOTES)**

**SUBJECT**

Authorize and approve the design agreement for refurbishment of the community building at Loma Alta Park.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find the proposed project exempt from the California Environmental Quality Act.
2. Approve the total project budget of \$2,500,000 for the Loma Alta Park Community Building Refurbishment project.
3. Award and authorize the Acting Director of Public Works to execute an agreement with RMCA Architecture Design Planning, Inc., to provide design and consultant services for the Loma Alta Park Community Building Refurbishment project for a \$213,921 not-to-exceed fee, funded by net County Cost; and establish the effective contract date following receipt of insurance certificates filed by the consultant.

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will allow the Department of Public Works (Public Works) to proceed with the design of the Loma Alta Park Community Building (Community Building) Refurbishment project.

On February 17, 2005, your Board awarded a construction contract to construct a gymnasium and community center facility, demolish the existing community building, renovate and expand two parking lots, construct one new parking lot, and complete various site improvements at the Loma Alta Park. The project was completed in 2007. In response to extensive input from the community, however, the existing community center was not demolished. It is now recommended that the old community center be refurbished.

The proposed project will include refurbishment of the approximately 7,775 square-foot community building and associated site at 3330 North Lincoln Avenue in the unincorporated community of Altadena. Community building refurbishment scope will include replacement of roof, HVAC system, lighting, plumbing fixtures in restrooms, ceilings, flooring, interior painting, windows, and other general improvements. In addition, the project will include restriping two existing parking lots to provide the required number of parking stalls for the park.

Upon completion of the design, Public Works will proceed with the construction via Job Order Contract (JOC).

### **Sustainable Design Program**

The project will support your Board's Sustainable Design Program by incorporating items such as interior finish materials that emit low levels of volatile organic compounds, efficient lighting, windows, and plumbing fixtures to conserve energy and water resources and use locally produced materials where possible. Additional features will be addressed during the course of design and incorporated where feasible and within available budgetary resources.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs that we provide Service Excellence (Goal 1), Fiscal Responsibility (Goal 4), and Children and Families' Well-Being (Goal 5) as this is an investment in public infrastructure that will provide enhanced recreational opportunities and help to assure good health, education, workforce readiness, and social and emotional well-being for children and families.

### **FISCAL IMPACT/FINANCING**

The total project cost, including programming, plans and specifications, plan check, construction, civic art, telecommunications, consultant services, miscellaneous expenditures, and County services, is currently estimated to be \$2,500,000. The project is funded with \$2,500,000 of Fifth District Capital Project net County cost.

The Project Schedule and Budget Summary are included in Attachment A.

### **Operating Budget Impact**

Based on the available project information, the Department of Parks and Recreation. (Parks and Recreation) does not anticipate any one-time or ongoing operational costs resulting from the completion of the project. The nature of the improvements is to replace, relocate, and repair the existing structure and facilities that will be maintained and operated with existing park staff and resources. However, Parks and Recreation will work with the Chief Executive Office to determine the appropriate level of maintenance and available funding should significant unexpected or unforeseen costs arise.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The contract contains terms and conditions supporting your Board's ordinances, policies, and programs, including but not limited to: County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN/GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; and the standard Board-directed clauses that provide for contract termination or renegotiation.

Data regarding RMCA Architecture Design Planning, Inc. (RMCA) minority participation is on file with Public Works. The consultant was selected upon final analysis and consideration without regard to race, creed, gender, or color.

## **ENVIRONMENTAL DOCUMENTATION**

The proposed project is categorically exempt under the California Environmental Quality Act Guidelines in accordance with Article 19, Section 15301 (d), (e) (2), Section 15302 (c); and the County of Los Angeles Environmental Document Reporting Procedures and Guidelines Classes 1 (c) and 2 as the project involves renovation of existing facilities involving negligible or no expansion of capacity. Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk.

## **CONTRACTING PROCESS**

RMCA was selected using the Architectural Evaluation Board's accelerated architect/engineer selection process whereby the Architectural Evaluation Board provides a ranked list of qualified architectural/engineering firms for specific types of building design projects with a construction value less than \$2,000,000. Using this process, a single firm is chosen from the Architectural Evaluation Board's ranked list and invited to submit a proposal. The selection of RMCA was based solely on its qualifications to perform the design work.

RMCA has agreed to provide design and consultant services for the \$213,921 not-to-exceed fee. The design services agreement will include design, construction administration, and additional/reimbursable services. Consultant services will include geotechnical and topographic surveys and design coordination to incorporate cost-effective sustainable design features, which provide tangible and positive environmental benefits. The construction administration portion of the fee is applicable to services during construction and will be billed only during construction. The fee for additional and reimbursable services will only be used if additional work is requested and approved by Public Works.

The negotiated fee for the Loma Alta Park Community Building Refurbishment project is based on the County's architectural/engineering fee schedule approved by your Board on August 21, 1990. The negotiated fee has been reviewed by Public Works and is considered reasonable for the scope of work.

RMCA's fee schedule, Community Business Enterprise participation data, and a three-year contracting history are on file with Public Works.

On June 14, 2007, Public Works, under delegated authority, awarded a consultant services agreement in the amount of \$27,265 to Parsons for the initial environmental study and mitigated negative declaration report for the northeast and northwest undeveloped parcels. On October 5, 2007, the Chief Executive Office decided to decrease the work scope to include only the refurbishment of the Community Building, related sitework, and restriping of two existing parking lots to meet parking obligations

related to the retention of the Community Building at the park. The final scope of work is found to be exempt from the California Environmental Quality Act.

On August 8, 2007, Public Works, under delegated authority, awarded a consultant services agreement in the amount of \$38,335 to RAW International for programming services. As part of the program phase, RAW International validated the scope of work prepared by Parks and Recreation, performed a parking analysis, prepared a topographic survey for the northeast and northwest undeveloped parcels, prepared programming documents for a new parking lot and multipurpose field, and submitted a conceptual cost estimate for the project.


### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The design phase of this project will not impact the use of the park. The construction phase of this project, currently estimated to begin during the summer of 2009, will be sequenced and scheduled to minimize any impact on operations.

### **CONCLUSION**

Please return one adopted copy of this letter to the Chief Executive Office (Capital Projects Division), one to Parks and Recreation and one to Public Works (Project Management Division I).

Respectfully submitted,

  
for WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:DDE:DL  
JSE:DJT:PB:tlh

Attachment

c: County Counsel  
Department of Parks and Recreation  
Department of Public Social Services (GAIN/GROW Program)  
Department of Public Works

**ATTACHMENT A**

**DEPARTMENT OF PUBLIC WORKS: LOMA ALTA PARK  
COMMUNITY BUILDING REFURBISHMENT PROJECT  
AWARD AGREEMENT  
APPROVE TOTAL PROJECT BUDGET  
SPECS. 6862; C.P. 86878**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>
Award Design Contract	05/13/08
Execute Design Contract	05/28/08
Schematic Design	08/18/08
Construction Documents	12/22/08
Jurisdictional Approvals	03/23/09
Construction Award	06/30/09
Construction Start	07/07/09
Substantial Completion	06/07/10
Final Acceptance	09/07/10

## II. PROJECT BUDGET SUMMARY

Budget Category	Proposed Project Budget
Programming/Environmental Study/Historical Survey (previously expended)	\$ 71,520
Plans and Specifications	
Basic Design Services	\$ 105,482
Construction Administration	67,439
Consultant Services (Sustainable Design, Topo Survey, etc.)	22,000
Additional/Reimbursable Services	<u>19,000</u>
Total A/E Contract	\$ 213,921
Plan Check and Jurisdictional Reviews	\$ 24,000
Construction	
Construction Contract	\$1,431,000
Change Order Allowance	214,924
Youth Employment	10,000
Utility Connection Fees/Telecommunications	<u>15,000</u>
Total Construction	\$1,670,924
Other Consultant Services	\$ 84,200
Civic Art	\$ 15,800
Miscellaneous Expenditures	\$ 17,000
County Services	\$ 402,635
<b>Total Project Budget</b>	<b>\$2,500,000</b>